**Monroe 2-Orleans BOCES Policy**
**Series 1000 – By-Laws**
**Policy #1436 – SPECIAL MEETINGS OF THE BOARD AND WORK SESSIONS**

Special meetings of the Board shall be held when called by any member of the Board and shall also be held at the request of the District Superintendent. A reasonable and good faith effort shall be made by the District Superintendent or the Board President, as the case may be, to give every member of the Board twenty-four hours' notice of the time, place and purpose of the meeting. All special meetings shall be held at a meeting place as previously designated by the Board. No business, other than that specified in the notice, shall be transacted.

In an emergency, the twenty-four hour notice may be waived by having each Board member sign a waiver-of-notice form.

Public notice of the time and place shall be given, to the extent practicable, to the news media and shall be conspicuously posted in one or more designated public locations at a reasonable time prior to the meeting.

Special meetings shall be conducted according to the procedures specified for regular meetings. Special meetings shall be open to the public in the same manner as are regular meetings.

Special meetings shall be called for specific purposes, occasioned by matters of urgency, and shall not usurp the place of the regular, publicly designated meeting.

**Work Sessions**

At the discretion of the President, work sessions of the Board may be periodically held for review of the instructional program, for consideration of policies and for analysis of ways and means by which the Board programs may be improved.

When practical, members of the staff and knowledgeable citizens shall be invited to attend such sessions, to participate in the discussions and to present to the Board recommendations for improvement of the services rendered by the BOCES.

Education Law Section 1606

Public Officers Law Section 104

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